

## Middle School iPad Deployment Timeline

**The Neshaminy School District's 1:1 Technology Initiative is designed to help students be more independent learners, powerful thinkers able to self-direct, organize, lead and collaborate and thrive in a global technologically advanced society.**

Our initiative will:

- Integrate technology seamlessly into the curriculum
- Educate students to become powerful consumers of research
- Deepen students' knowledge base by connecting with peers around the world while taking virtual tours of distant lands
- Enable students to act responsibly as global citizens

Date of Action	Technology GO Team	Responsibility	IT
Nov 2014			Internet Bandwidth Capacity review Infrastructure review with vendor for Cisco Refresh Wireless and additional switches
Jan 2015			Talks with Apple and choosing device model and size
March 2015	Technology GO Team is created. Meetings with Principals, Librarians and other stakeholders meeting monthly to review roles and expectations Apple engages with Neshaminy for meetings for Strategic Planning and Communication	All Team Members	E-Rate Funding and bids are submitted Hardware Vendor meetings to review Wireless Heat Maps for placement of new AP's. Vendor in Schools to assess placement of AP's Mini-Bids are submitted by vendors
March 2015	1 <sup>st</sup> Meeting with Apple to review and create the Strategic Planning Team. Project Leaders defined – Derek Albarran – Kathy Christie Presentation to 5-8 Go Team on 1:1 Deployment	All Team Members	E-Rate and vendors filing 471 forms for funding allocation for each school

March 2015	<b>Vision/Mission Statement created – Mr. Copeland/Dr. Hancock</b>	Mr. Copeland Dr. Hancock	
April 1- 13 <sup>th</sup> 2015	Technology Go Team meeting on April 8 <sup>th</sup>  Learning Management System Review/Webinars		Leasing Documents presented to solicitor for review.  Approval of Lease documents from Solicitor Preparation of Lease documents
April 20 <sup>st</sup> April 21 <sup>st</sup> April 22 <sup>nd</sup>  April 24 <sup>th</sup> April 27 <sup>th</sup> April 30 <sup>th</sup>	2 <sup>nd</sup> Apple visit to review Communications Planning Middle School Librarians visit Schools to see LMS in action Community Flyer out to residence with mention of iPad Initiative  Website Design Started LMS Review completed – CANVAS,Schoology, EDSBY by reviewing team.	Kathy/Shirley Librarians	<del>April 21<sup>st</sup> Board Approval (if this does not happen, then May 20<sup>th</sup>)</del>  <del>Lease documents submitted to Apple iPad ordering (April 24<sup>th</sup> – 27<sup>th</sup>)</del> iPad MDM options/internal/external Apple Services and Support options review with Diokno, Weeks
<b>May 7<sup>th</sup></b>       <b>May 19<sup>th</sup></b>	<b>Technology Go Team review AUP, Technology Fee, FAQ's, DO's and DON'T'S FORMS/Parent and Student evening informational meeting dates. Staffing deployment assistance (who, training)</b> Apple Survey to Administrators Measuring Success Pre-Survey	Principals  Eric/Brett    Steve McAloon	iBoss Web Filter in place for testing Office 365 Deployment begins
May 20 <sup>th</sup>   May 21 <sup>st</sup>	<b>Board Meeting Approval</b>   Student and parent information on website		<del>Receive iPads 3<sup>rd</sup> week of May</del> <del>Staff iPADS configured in preparation of PD</del> <del>Lease documents submitted</del>  <del>Apple order released – Post inventory released for Staff</del> <del>Apple Order released for Students</del> IT Staff

May 28 <sup>th</sup>		Technology GO Team Meeting		<del>Apple Staff order product delivered</del>
May 29 <sup>th</sup> May 25-29		Community communication continues What are we sending?	Chris Stanley	Apple Lease Documents emailed to Apple PO Approved – released to Apple
May 30 <sup>th</sup>				
June 1-10 <sup>th</sup>		App selection	Teachers All Team Members Curriculum/Librarians	
June 8 <sup>th</sup> June 11 <sup>th</sup>		Choose students for Apple Store training Technology Go Team meeting Document Review	Teachers All Team Members	<b>Apple staff devices configured</b>
June 15 <sup>th</sup> (Early)		Faculty Kick off – Devices Deployed Staff Professional Development for Teachers- June 15-16 ½ day,18 Apple Survey to teachers released	Steve McAloon	Middle Schools Infrastructure/Wireless upgrades start
June 22- 26 <sup>th</sup>			Matt	
July 1		All Forms completed and approved	Shirley/Kathy Matt All Hands	Student iPADS received for configuration
July 20-30				Website Design and content completed Bandwidth Upgrading Student iPad preparation/Asset Tags/Serial#/Student Name Installation of Cases (all hands on deck)
August 24 <sup>th</sup>		Parent Orientation 5 <sup>th</sup> & 6 <sup>th</sup> grade pull out	School/Principals Apple Reps Kathy/Matt	
August (late)		Forms-Technology Fee/AUP/Apple ID Apple ID deployment 2 <sup>nd</sup> PD for those not present or recent hires	Steve/Marybeth	Wireless review and testing
Sept		Mock Deployment Where-When-How	Team Leader Dan Winter	

Sept 17 <sup>th</sup>		Back to School Night/Forms Collection iTunes account assistance	Principals/IT	
October-		Student iPad Deployment Begins <i>Tentative</i> Grade 6 – October week of <i>Oct 19<sup>th</sup>-23<sup>rd</sup></i> Parent Night – Oct 27,28,29 at each MS  Student Training during each teacher class	<i>Homeroom Teachers</i> <i>IT Staff</i> <i>Building Principals</i> <i>and Apple Reps</i>	
November		Assessment		
December		Grade 5 – Dec week of <i>Dec 14<sup>th</sup>-18<sup>th</sup></i>		

- Deployment Scenarios
  - Apple ID's are all completed by August 30 2015
  - School Parent Night and last stragglers that did not finish
    - All forms are completed and turned in before deployment date
  - iPads are sorted by homeroom and deployed in homeroom
  - Message from building Principal